

TO: Members of the Stafford County Community Policy and Management Team

FROM: Donna Krauss
Assistant to the County Administrator
For Human Services

DATE: November 10, 2014

RE: Minutes from the October 20, 2014 meeting
Notice of the December 15, 2014 meeting

Enclosed please find the minutes from our last CPMT meeting. If there are any questions, changes, or comments, please call me at 658-4622.

Our next meeting is scheduled for December 15, 2014 at 2:00 p.m. in the ABC Conference Room.

Thank you.

**County of Stafford Community Policy and Management Team
ABC Conference Room- Stafford County Government Center
Minutes October 20, 2014**

Call to order- The meeting of the Stafford CPMT was called to order at 2:00 pm.

- Present: Mr. Ronald Branscome (RACSB-Chairman), Mr. Vincent Butaitis (Department of Juvenile Justice), Ms. Jean Johnson (Health Department), Ms. Laura Sellers (Stafford County Board of Supervisors), Ms. Debe Fults (DisAbility Resource Center), and Mr. Michael Muse (Stafford DSS)
 - Others in attendance: Ms. Donna Krauss (Assistant to the County Administrator for Human Services), Mr. Anthony Romanello (County Administrator and CSA Fiscal Agent), and Ms. Stephanie Beamer (Coordinator for Human Services)
 - Absent: Ms. Sue Clark (Stafford County Public Schools) and Mr. Bill Tignor (parent representative)
1. Approval of the Minutes- The minutes to the August 18, 2014 meeting were reviewed by the CPMT members. A motion was made to approve the minutes, seconded, and approved. 5 yes 0 no vote.
 2. Public Comment – No requests for public comment
 3. CSA Program financial report/ Ms. Donna Krauss
 4. Supplemental Foster Care Expenditures and Notification of Payments to CPMT-
 - Mr. Michael Muse presented the expenditures and payment notifications for July, August, and September 2014. A motion was made to approve the expenditures and notification of payments, seconded, and approved. 6 yes 0 no vote.
 5. CPMT old business-
 - The Team reviewed the comparison locality co-payment collection methods summary provided by Human Services Office staff. The Team was also provided information on the company NCO, which OCS recommended for co-payment collections. A motion was made to utilize the NCO Government Services following exhaustion of the current policy. Any over-due co-payments beyond 120 days are to be sent to this agency for collection. This procedure will remain in place for a 12 month period at which time the CPMT will review the efficiency and effectiveness. Seconded, and approved. 6 yes 0 no vote.
 6. CPMT new business-
 - Ms. Donna Krauss presented the Team with a reminder of the corrective action plan that came about from the state audit. The members had agreed to create goals and objectives as well a plan a joint FAPT/CPMT meeting. The Team agreed to schedule the joint meeting for January 27, 2015 and have a sub-committee work with the Human Services Office staff to create goals and objectives.
 7. Other business-
 - A request was made to change the April 20, 2015 meeting to April 27, 2015. The members agreed to this change.
 8. Adjournment- As there was no other business the Team agreed to meet on November 17, 2014.

Ms. Donna S. Krauss
Assistant to the County Administrator
For Human Services

Date

Mr. Michael Muse
Secretary

Date